

## Statement of Deficiencies

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### 5305-I: Staff Attendance

Not Met

#### Findings/Corrections

5305.I. The center's staff daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by [ Director was not present and hand not signed out for this absence ]. The daily attendance record for staff, including the director/owner, shall include the time of arrival and departure. Staff shall document their time of departure when not on the child care premises.

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### 5311-A: Personnel Records

Not Met

#### Findings/Corrections

5311.A.2. Documentation of three current, positive non related reference checks or telephone notes signed and dated was not available for [one staff, green thumb worker].

5311.A.3. The Provider did not have a job description for every position at the center for [2] staff: a driver and the green thumb worker

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for [3] staff. Documentation of submission [was ] available.

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### 5327-H: Strings and Cords

Not Met

#### Findings/Corrections

5327.H. Strings were within reach of children as [class rooms have mini blinds with cords/strings hanging ].